

ANNUAL SYNAR REPORT

42 U.S.C. 300x-26

OMB № 0930-0222

FFY 2015

State: KY

Table of Contents

Introduction.....	i
FFY 2015: Funding Agreements/Certifications.....	1
Section I: FFY 2014 (Compliance Progress)	2
Section II: FFY 2015 (Intended Use).....	10
Appendix A: Forms 1–5.....	11
Appendixes B & C: Forms.....	18
Appendix B: Synar Survey Sampling Methodology	19
Appendix C: Synar Survey Inspection Protocol	22
Appendix D: List Sampling Frame Coverage Study	25

Public Burden Statement: An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB control number for this project is 0930-0222. Public reporting burden for this collection of information is estimated to average 18 hours per respondent, per year, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to SAMHSA Reports Clearance Officer, 1 Choke Cherry Road, Room 2-1057, Rockville, Maryland, 20857.

INTRODUCTION

The Annual Synar Report (ASR) format provides the means for states to comply with the reporting provisions of the Public Health Service Act (42 U.S.C. 300x-26) and the Tobacco Regulation for the Substance Abuse Prevention and Treatment Block Grant (SABG) (45 C.F.R. 96.130 (e)).

How the Synar report helps the Center for Substance Abuse Prevention

In accordance with the tobacco regulations, states are required to provide detailed information on progress made in enforcing youth tobacco access laws (FFY 2014 Compliance Progress) and future plans to ensure compliance with the Synar requirements to reduce youth tobacco access rates (FFY 2015 Intended Use Plan). These data are required by 42 U.S.C. 300x-26 and will be used by the Secretary to evaluate state compliance with the statute. Part of the mission of the Center for Substance Abuse Prevention (CSAP) is to assist states¹ by supporting Synar activities and providing technical assistance helpful in determining the type of enforcement measures and control strategies that are most effective. This information is helpful to CSAP in improving technical assistance resources and expertise on enforcement efforts and tobacco control program support activities, including state Synar program support services, through an enhanced technical assistance program involving conferences and workshops, development of training materials and guidance documents, and onsite technical assistance consultation.

How the Synar report can help states

The information gathered for the Synar report can help states describe and analyze substate needs for program enhancements. These data can also be used to report to the state legislature and other state and local organizations on progress made to date in enforcing youth tobacco access laws when aggregated statistical data from state Synar reports can demonstrate to the Secretary the national progress in reducing youth tobacco access problems. This information will also provide Congress with a better understanding of state progress in implementing Synar, including state difficulties and successes in enforcing retailer compliance with youth tobacco access laws.

¹The term “state” is used to refer to all the states and territories required to comply with Synar as part of the Substance Abuse Prevention and Treatment Block Grant Program requirements (42 U.S.C. 300x-64 and 45 C.F.R. 96.121).

Getting assistance in completing the Synar report

If you have questions about programmatic issues, you may call CSAP's Division of State Programs at (240) 276-2550 and ask for your respective State Project Officer, or contact your State Project Officer directly by telephone or email. If you have questions about fiscal or grants management issues, you may call the Grants Management Officer, Office of Financial Resources, Division of Grants Management, at (240) 276-1422.

Where and when to submit the Synar report

The ASR must be received by SAMHSA no later than December 31, 2014 and must be submitted in the format specified by these instructions. Use of the approved format will avoid delays in the review and approval process. The chief executive officer (or an authorized designee) of the applicant organization must sign page one of the ASR certifying that the state has complied with all reporting requirements.

The state must upload one copy of the ASR using the online WebBGAS (Block Grant Application System). In addition, the following items must be uploaded to WebBGAS:

- FFY 2015 Synar Survey Results: States that use the Synar Survey Estimation System (SSES) must upload one copy of SSES Tables 1–5 (in Excel) to WebBGAS. States that do not use SSES must upload one copy of ASR Forms 1, 4, and 5, and Forms 2 and 3, if applicable, (in Excel) to WebBGAS.
- Synar Inspection Form: States must upload one blank copy of the inspection form used to record the result of each Synar inspection.
- Synar Inspection Protocol: States must upload a copy of the protocol used to train inspection teams on conducting and reporting the results of the Synar inspections.

Each state SSA Director has been emailed a login ID and password to log onto the Synar section of the WebBGAS site.

Additionally, the state must submit one signed original of the report (including the signed Funding Agreements/Certifications), as well as one additional copy of the signed Funding Agreements/Certifications, to the Grants Management Officer at the address below:

Grants Management Officer
Division of Grants Management
Office of Financial Resources
Substance Abuse and Mental Health Services Administration

Regular Mail:

1 Choke Cherry Road, Rm.7-1091
Rockville, Maryland 20857

Overnight Mail:

1 Choke Cherry Road, Rm.7-1091
Rockville, Maryland 20850

FFY 2015: FUNDING AGREEMENTS/CERTIFICATIONS

The following form must be signed by the Chief Executive Officer or an authorized designee and submitted with this application. Documentation authorizing a designee must be attached to the application.

PUBLIC HEALTH SERVICES ACT AND SYNAR AMENDMENT

42 U.S.C. 300x-26 requires each state to submit an annual report of its progress in meeting the requirements of the Synar Amendment and its implementing regulation (45 C.F.R. 96.130) to the Secretary of the Department of Health and Human Services. By signing below, the chief executive officer (or an authorized designee) of the applicant organization certifies that the state has complied with these reporting requirements and the certifications as set forth below.

SYNAR SURVEY SAMPLING METHODOLOGY

The state certifies that the Synar survey sampling methodology on file with the Center for Substance Abuse Prevention and submitted with the Annual Synar Report for FFY 2015 is up-to-date and approved by the Center for Substance Abuse Prevention.

SYNAR SURVEY INSPECTION PROTOCOL

The state certifies that the Synar Survey Inspection Protocol on file with the Center for Substance Abuse Prevention and submitted with the Annual Synar Report for FFY 2015 is up-to-date and approved by the Center for Substance Abuse Prevention.

State: KY

Name of Chief Executive Officer or Designee: Audrey Tayse Haynes

Signature of CEO or Designee:

Title: Secretary, Cabinet for Health and Family Services

Date Signed:

If signed by a designee, a copy of the designation must be attached.

SECTION I: FFY 2014 (Compliance Progress)

YOUTH ACCESS LAWS, ACTIVITIES, AND ENFORCEMENT

42 U.S.C. 300x-26 requires the states to report information regarding the sale/distribution of tobacco products to individuals under age 18.

- 1. Please indicate any changes or additions to the state tobacco statute(s) relating to youth access since the last reporting year. If any changes were made to the state law(s) since the last reporting year, please attach a photocopy of the law to the hard copy of the ASR and also upload a copy of the state law to WebBGAS. (see 42 U.S.C. 300x-26).**

- a. Has there been a change in the minimum sale age for tobacco products?**

☐ Yes ☒ No

If Yes, current minimum age: ☐ 19 ☐ 20 ☐ 21

- b. Have there been any changes in state law that impact the state's protocol for conducting Synar inspections?**

☒ Yes ☐ No

If Yes, indicate change. (Check all that apply.)

☐ Changed to require that law enforcement conduct inspections of tobacco outlets

☐ Changed to make it illegal for youth to possess, purchase or receive tobacco

☐ Changed to require ID to purchase tobacco

☒ Other change(s) (Please describe.) In 2014 the Kentucky Legislature passed a bill that made it illegal for vendors to sell persons under the age of 18 e-cigarettes and for youth to possess them. This law does not currently impact our Synar program, but could do so if data indicates high rates of usage of e-cigarettes among youth. The KIP Survey was revised in 2014 to include a question on E-cigarette usage. The 2014 data will serve as our baseline. The Kentucky Synar program will monitor the situation and may include e-cigarettes in future Synar inspections if the data warrants.

- c. Have there been any changes in state law that impact the following?**

Licensing of tobacco vendors ☐ Yes ☒ No

Penalties for sales to minors ☒ Yes ☐ No

Vending machines ☐ Yes ☒ No

- 2. Describe how the Annual Synar Report (see 45 C.F.R. 96.130(e)) and the state Plan (see 42 U.S.C. 300x-51) were made public within the state prior to submission of the ASR. (Check all that apply.)**

☐ Placed on file for public review

☒ Posted on a state agency Web site (Please provide exact Web address and the date when the FFY 2015 ASR was posted to this Web address.) <http://dbhdid.ky.gov/dbh/sa-synar.aspx> The report was posted on December, 5, 2014

- ☐ Notice published in a newspaper or newsletter
- ☐ Public hearing
- ☒ Announced in a news release, a press conference, or discussed in a media interview
- ☐ Distributed for review as part of the SABG application process
- ☐ Distributed through the public library system
- ☐ Published in an annual register
- ☐ Other *(Please describe.)* _____

3. Identify the following agency or agencies *(see 42 U.S.C. 300x-26 and 45 C.F.R. 96.130).*

a. The state agency (ies) designated by the Governor for oversight of the Synar requirements:

The Department of Behavioral Health Intellectual and Developmental Disabilities

Has this changed since last year's Annual Synar Report?

☐ Yes ☒ No

b. The state agency(ies) responsible for conducting random, unannounced Synar inspections:

The Department of Alcoholic Beverage Control

Has this changed since last year's Annual Synar Report?

☐ Yes ☒ No

c. The state agency(ies) responsible for enforcing youth tobacco access law(s):

The Department of Alcoholic Beverage Control

Has this changed since last year's Annual Synar Report?

☐ Yes ☒ No

4. Identify the following agencies and describe their relationship with the agency responsible for the oversight of the Synar requirements.

a. Identify the state agency responsible for tobacco prevention activities (the agency that receives the Centers for Disease Control and Prevention's National Tobacco Control Program funding).

Department for Public Health Tobacco Prevention and Cessation Program

b. Has the responsible agency changed since last year's Annual Synar Report?

☐ Yes ☒ No

c. Describe the coordination and collaboration that occur between the agency responsible for tobacco prevention and the agency responsible for oversight of the Synar requirements. (Check all that apply.) The two agencies

☐ Are the same

- ☐ Have a formal written memorandum of agreement
- ☒ Have an informal partnership
- ☒ Conduct joint planning activities
- ☒ Combine resources
- ☐ Have other collaborative arrangement(s) *(Please describe.)* ABC and DPH engage in joint planning and development of educational tools for retailers and prevention specialists and share all relevant, tobacco related data.

d. Identify the state agency responsible for enforcing the youth access and advertising restrictions in the Family Smoking Prevention and Tobacco Control Act (the agency that is under contract to the Food and Drug Administration's Center for Tobacco Products (FDA/CTP)).
The Department for Alcoholic Beverage Control (ABC)

e. Has the responsible agency changed since last year's Annual Synar Report?
☐ Yes ☒ No

f. Describe the coordination and collaboration that occur between the agency contracted with the FDA to enforce federal youth tobacco access laws and the agency responsible for oversight of the Synar requirements. (Check all that apply.) The two agencies:

- ☐ Are the same
- ☒ Have a formal written memorandum of agreement
- ☒ Have an informal partnership
- ☒ Conduct joint planning activities
- ☒ Combine resources
- ☒ Have other collaborative arrangement(s) *(Please describe.)* The Department for Alcoholic Beverage Control and the Division for Behavioral Health conduct joint planning activities and work collaboratively to develop tools to educate retailers and prevention specialists throughout the state.

g. Does the state use data from the FDA enforcement inspections for Synar survey reporting?
☐ Yes ☒ No

5. Please answer the following questions regarding the state's activities to enforce the state's youth access to tobacco law(s) in FFY 2014 *(see 42 U.S.C. 300x-26 and 45 C.F.R. 96.130(e)).*

a. Which one of the following describes the enforcement of state youth access to tobacco laws carried out in your state? *(Check one category only.)*

- ☐ Enforcement is conducted exclusively by local law enforcement agencies.
- ☒ Enforcement is conducted exclusively by state agency (ies).
- ☐ Enforcement is conducted by both local *and* state agencies.

- b. The following items concern penalties imposed for all violations of state youth access to tobacco laws by **LOCAL AND/OR STATE LAW ENFORCEMENT AGENCIES** (this does not include enforcement of federal youth tobacco access laws). Please fill in the number requested. If state law does not allow for an item, please mark “NA” (not applicable). If a response for an item is unknown, please mark “UNK.” The chart must be filled in completely.

PENALTY	OWNERS	CLERKS	TOTAL
Number of citations issued	N/A	91	91
Number of fines assessed	N/A	91	91
Number of permits/licenses suspended	N/A		N/A
Number of permits/licenses revoked	N/A		N/A
Other (Please describe.)			

- c. Which one of the following best describes the level of enforcement of state youth access to tobacco laws carried out in your state? (Check one category only.)
- ☐ Enforcement is conducted only at those outlets randomly selected for the Synar survey.
- ☐ Enforcement is conducted only at a subset of outlets not randomly selected for the Synar survey.
- ☒ Enforcement is conducted at a combination of outlets randomly selected for the Synar survey and outlets not randomly selected for the Synar survey.
- d. Did every tobacco outlet in the state receive at least one compliance check that included enforcement of the state youth tobacco access law(s) in the last year?
- ☐ Yes ☒ No
- e. What additional activities are conducted in your state to support enforcement and compliance with state youth tobacco access law(s)? (Check all that apply.)
- ☒ Merchant education and/or training
- ☒ Incentives for merchants who are in compliance (e.g., nonenforcement compliance checks in which compliant retailers are given positive reinforcement and noncompliant retailers are warned about youth access laws)
- ☒ Community education regarding youth access laws
- ☐ Media use to publicize compliance inspection results
- ☒ Community mobilization to increase support for retailer compliance with youth access laws
- ☒ Other activities (Please list.) *In addition to the above mentioned activities, the Kentucky Synar Program is currently launching its “Building Trust” program. “Building TRUST” is a community mobilization initiative that aims to promote better relations between tobacco retailers and local prevention coalitions through positive reinforcement and relationship building. “Building TRUST” recognizes that better relations between tobacco retailers and prevention specialists are an indispensable component of reducing youth access in*

Kentucky. While similar efforts have been undertaken locally, previous to Building TRUST, there has been no state wide effort in place to engage communities across the state to work with their local tobacco retailers on a regular basis.

On the state level, the Kentucky Synar Program is working with the Kentucky Grocer's Association (KGA) and the newly formed Kentucky Tobacco Retailer Advisory Program to develop effective strategies and approaches for building capacity with retailers. An online article congratulating the retailers for Kentucky's high Synar compliance rate appeared in September. The state is working through its Regional Prevention Center (RPC) network to encourage communities to work collaboratively with retailers. In September of this year the Kentucky Synar Program Coordinator & a member of the Synar Program from the Smoking Prevention and Cessation Program conducted a "Building TRUST" workshop at the Kentucky Prevention Network Conference.

Briefly describe all checked activities:

The Tobacco Retailer Underage Sales (TRUST) vendor education, launched in July of 2012, has trained over 2000 clerks across the state. The Synar Program sent out promotional post cards advertising the TRUST program in October. Cards were sent to over 6000 retailers across the state. Plans are underway to upgrade the video portions of the training and to make other features more interactive (e.g. mouse over features the driver's licenses, and tests requiring participants to identify valid I.Ds. TRUST was also updated to include information on E-cigarettes, subsequent to the passage of a state law making it illegal to sell E-cigarettes to anyone under 18.

Incentives for Merchants Who Are in Compliance:

There was no funding available to implement a Positive Reinforcement Retailer Education Program. However, DBH collaborated with the Tobacco Prevention and Cessation Program to write a CDC tobacco prevention grant which includes a positive reinforcement component.

Community Education Regarding Youth Access Laws

Regional Prevention Centers, in partnership with local coalitions, continue to educate the community about local access laws and to change the norms around the acceptability of retail and social access of tobacco products to youth. Some RPCs continue to sponsor and implement Reward and Remind programs within their regions through their own funding sources.

f. Are citations or warnings issued to retailers or clerks who sell tobacco to minors for inspections that are part of the Synar survey?

☒ Yes ☐ No

If "Yes" to 5f, please describe the state's procedure for minimizing risk of bias to the survey results from retailers alerting each other to the presence of the survey teams:

The procedure that ABC uses to issue citations or warnings to clerks who sell tobacco has remained the following: If asked for identification, the investigative aide answers truthfully, "I do not have one." If asked for age, he/she is to tell the truth. In the event of a successful purchase, the aide takes the cigarettes or smokeless tobacco to the car with the waiting officer, and the officer who is in the store issues a civil citation to the clerk, which consists of a fine. Immediately after the inspection, the inspection form is completed, and the investigative aide and officers drive to the next assigned outlet. If no sale has been made, the teen says, "Thank you," and leaves. In this way the investigative aide is protected, as an irate retailer may wish to retaliate against what he/she considers a "sting." Third, and most relevant to this question, by not informing the retailers who are compliant that they have just been inspected, (generally on the order of 95%) we reduce the number of stores that know Synar checks are being performed. By reducing the number of stores that know that Synar checks are being performed we also reduce the number of stores who may be tempted to call and alert other retailers in the area.

SYNAR SURVEY METHODS AND RESULTS

The following questions pertain to the survey methodology and results of the Synar survey used by the state to meet the requirements of the Synar Regulation in FFY 2014 (see 42 U.S.C. 300x-26 and 45 C.F.R. 96.130).

6. Has the sampling methodology changed from the previous year?

☐ Yes ☒ No

The state is required to have an approved up-to-date description of the Synar sampling methodology on file with CSAP. Please submit a copy of your Synar Survey Sampling Methodology (Appendix B). If the sampling methodology changed from the previous reporting year, these changes must be reflected in the methodology submitted.

7. Please answer the following questions regarding the state's annual random, unannounced inspections of tobacco outlets (see 45 C.F.R. 96.130(d)(2)).

a. Did the state use the optional Synar Survey Estimation System (SSES) to analyze the Synar survey data?

☒ Yes ☐ No

If Yes, attach SSES summary tables 1, 2, 3, and 4 to the hard copy of the ASR and upload a copy of SSES tables 1–5 (in Excel) to WebBGAS. Then go to Question 8. If No, continue to Question 7b.

b. Report the weighted and unweighted Retailer Violation Rate (RVR) estimates, the standard error, accuracy rate (number of eligible outlets divided by the total number of sampled outlets), and completion rate (number of eligible outlets inspected divided by the total number of eligible outlets).

Unweighted RVR

Weighted RVR

Standard error (s.e.) of the (weighted) RVR

Fill in the blanks to calculate the right limit of the right-sided 95% confidence interval.

RVR Estimate + (1.645 ×) =
plus (1.645 times Standard Error) equals **Right Limit**

Accuracy rate

Completion rate

c. **Fill out Form 1 in Appendix A (Forms 1–5).** *(Required regardless of the sample design.)*

d. **How were the (weighted) RVR estimate and its standard error obtained?**
(Check the one that applies.)

☐ Form 2 (Optional) in Appendix A (Forms 1–5) *(Attach completed Form 2.)*

☐ Other *(Please specify. Provide formulas and calculations or attach and explain the program code and output with description of all variable names.)*

--

e. **If stratification was used, did any strata in the sample contain only one outlet or cluster this year?**

☐ Yes ☐ No ☐ No stratification

If Yes, explain how this situation was dealt with in variance estimation.

--

f. **Was a cluster sample design used?**

☐ Yes ☐ No

If Yes, fill out and attach Form 3 in Appendix A (Forms 1–5), and answer the following question.

If No, go to Question 7g.

Were any certainty primary sampling units selected this year?

☐ Yes ☐ No

If Yes, explain how the certainty clusters were dealt with in variance estimation.

--

g. **Report the following outlet sample sizes for the Synar survey.**

	Sample Size
Effective sample size (sample size needed to meet the SAMHSA precision requirement assuming simple random sampling)	
Target sample size (the product of the effective sample size and the design effect)	
Original sample size (inflated sample size of the target sample to counter the sample attrition due to ineligibility and noncompletion)	
Eligible sample size (number of outlets found to be eligible in the sample)	
Final sample size (number of eligible outlets in the sample for which an inspection was completed)	

h. **Fill out Form 4 in Appendix A (Forms 1–5).**

8. Did the state's Synar survey use a list frame?

☒ Yes ☐ No

If Yes, answer the following questions about its coverage.

a. The calendar year of the latest frame coverage study: 2013

b. Percent coverage from the latest frame coverage study: 84%

c. Was a new study conducted in this reporting period?

☐ Yes ☒ No

If Yes, please complete Appendix D (List Sampling Frame Coverage Study) and submit it with the Annual Synar Report.

d. The calendar year of the next coverage study planned: 2016

9. Has the Synar survey inspection protocol changed from the previous year?

☒ Yes ☐ No

The state is required to have an approved up-to-date description of the Synar inspection protocol on file with CSAP. Please submit a copy of your Synar Survey Inspection Protocol (Appendix C). If the inspection protocol changed from the previous year, these changes must be reflected in the protocol submitted.

a. Provide the inspection period: From 6/7/2014 to 8/25/2014
MM/DD/YY MM/DD/YY

b. Provide the number of youth inspectors used in the current inspection year:

25

NOTE: If the state uses SSES, please ensure that the number reported in 9b matches that reported in SSES Table 4, or explain any difference.

--

b. Fill out and attach Form 5 in Appendix A (Forms 1–5). *(Not required if the state used SSES to analyze the Synar survey data.)*

SECTION II: FFY 2015 (Intended Use):

Public law 42 U.S.C. 300x-26 of the Public Health Service Act and 45 C.F.R. 96.130 (e) (4, 5) require that the states provide information on future plans to ensure compliance with the Synar requirements to reduce youth tobacco access.

1. In the upcoming year, does the state anticipate any changes in:

Synar sampling methodology ☐ Yes ☒ No

Synar inspection protocol ☐ Yes ☒ No

If changes are made in either the Synar sampling methodology or the Synar inspection protocol, the state is required to obtain approval from CSAP prior to implementation of the change and file an updated Synar Survey Sampling Methodology (Appendix B) or an updated Synar Survey Inspection Protocol (Appendix C), as appropriate.

2. Please describe the state's plans to maintain and/or reduce the target rate for Synar inspections to be completed in FFY 2015. Include a brief description of plans for law enforcement efforts to enforce youth tobacco access laws, activities that support law enforcement efforts to enforce youth tobacco access laws, and any anticipated changes in youth tobacco access legislation or regulation in the state.

The State plans to maintain and even reduce the low retailer violation rate by continuing its efforts of the past few years and by instituting some changes in its Synar survey protocol. These efforts can be summarized as follows:

Vendor Education

The Kentucky Synar Program is continuing its efforts to educate retailers through its online TRUST program. TRUST was launched July 1, 2012. To date over 2000 clerks and store owners have been trained in 737 different tobacco outlets across the state. (approximately 11% of our list frame). RPCs, local health departments and prevention coalitions continue to market and to implement TRUST. TRUST was developed using the Center for Tobacco Products Draft Guidance on Merchant Education. The objectives of TRUST are:

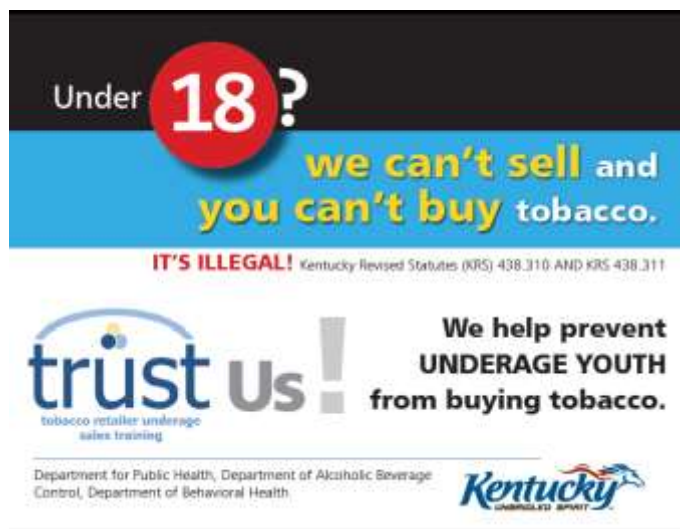
- 1) to educate Kentucky's tobacco retail clerks and store owners on the health consequences of tobacco use (both nationally and in Kentucky);
- 2) to educate retail clerks and store owners on their legal responsibilities and liabilities for selling tobacco products to anyone under the age of 18;
- 3) to educate retail clerks how to verify that customers who buy tobacco are 18 years of age; and
- 4) to help clerks and store owners avoid costly fines.

The Kentucky Synar program will work with its agency partners and the Tobacco Retail Advisory Program (see below) to create new strategies to market TRUST in order to train more retailers across the state. TRUST will continue to be updated with new CDC data and information from FDA as it becomes available.

Tobacco Retail Advisory Program:

Two Tobacco Retail Advisory Program teleconferences were held this year. Outcomes of the meeting are as follows:

The Tobacco Advisory Program suggested developing TRUST window clings for retailers who have taken the training. The window clings will demonstrate to the community that retailers are on board, and taking the use access issue seriously. Four window cling designs were developed. The Kentucky Synar Program conducted a survey of Tobacco Retail Advisory Program Members, RPC staff, Kentucky Synar Program Members and State Prevention staff. The design below was chosen by a significant margin of those polled. Those that voted for this version liked its straight forward presentation, the way the information flowed from left to right in a logical way and the “Under 18?” with the eye-catching red dot in the upper left hand corner. Plans are now underway to print the window clings in a large 8x12 and a smaller 5x7 format. As part of our community mobilization strategy, local coalitions will be engaged to deliver the window clings to stores that have completed the online training. Research has demonstrated that underage youth are less likely to attempt to purchase cigarettes in stores with signage than those that do not.



Youth Tobacco Access Legislation

During the 2014 State Legislative Session a law was passed making it illegal in Kentucky to sell E-cigarettes to persons under the age of 18. The legislation, while much needed, has a significant loophole which will make it difficult to enforce. Unlike cigarettes and smokeless tobacco, which are sold in most convenience stores and drugstores, E-cigarettes tend to be sold in specialty stores. Lack of a tobacco licensing law makes it impossible to know where these stores are located. Environmental scans could be conducted to locate some of E-cigarette stores, but even if these establishments were added to the Synar list frame there are so few of them (compared to traditional tobacco retailers) that the likelihood of E-cigarette stores surfacing in the random Synar Sample is very small. We cannot target E-cigarette stores for Synar inspections as this would violate the Synar Statistical protocol. Questions about E-cigarette consumption were added to the 2014 KIP survey. The results which should be available early next year will provide us with a baseline for E-cigarette use.

3. Describe any challenges the state faces in complying with the Synar regulation. (Check all that apply.)

- ☒ Limited resources for law enforcement of youth access laws
- ☒ Limited resources for activities to support enforcement and compliance with youth tobacco access laws
- ☒ Limitations in the state youth tobacco access laws
- ☐ Limited public support for enforcement of youth tobacco access laws
- ☒ Limitations on completeness/accuracy of list of tobacco outlets
- ☐ Limited expertise in survey methodology
- ☐ Laws/regulations limiting the use of minors in tobacco inspections
- ☒ Difficulties recruiting youth inspectors
- ☐ Issues regarding the age balance of youth inspectors
- ☐ Issues regarding the gender balance of youth inspectors
- ☐ Geographic, demographic, and logistical considerations in conducting inspections
- ☒ Cultural factors (e.g., language barriers, young people purchasing for their elders)
- ☐ Issues regarding sources of tobacco under tribal jurisdiction
- ☐ Other challenges (*Please list.*) _____

Briefly describe all checked challenges and propose a plan for each, or indicate the state's need for technical assistance related to each relevant challenge.

Limited resources for enforcement of youth access laws:

The number of ABC Tobacco inspectors has decreased from 28 to 24. There are 6,465 tobacco outlets on our list frame - a ratio of 269 outlets for every inspection officer. During the FFY 2014 ABC were able to conduct 1,901 inspections (excluding FDA and Synar) or 29% of the outlets on our list frame.

Limited resources for activities to support enforcement and compliance with youth access laws:

In 2010 and 2014 The Kentucky Synar Program was able to fund positive reinforcement programs for tobacco retailers with unused Block Grant dollars. For FFY 2015 no such funding exists.

Limitations in the state youth tobacco access laws:

Under Kentucky law, store owners are only fined if they do not have clerks sign a Kentucky Tobacco Sales Compliance Statement. The statement references KRS 438.325(3) and says: "I understand that under the law of the Commonwealth of Kentucky it is illegal to sell or distribute tobacco products to persons under the age of 18 and that it is illegal for persons under the age of 18 years to purchase tobacco products." In the event of an underage sale the clerk is always fined. The owner is not subjected to any financial loss as a result of non-compliance. Clerks who sell tobacco products to minors are subject to a fine of not less than \$100.00 nor more than \$500 for a first violation and not more than \$1000 for any subsequent violation. Violators are issued an administrative citation, rather than an official one, meaning that the citation is handled by ABC rather than a judge. The current shortage of staff due to budget cuts makes it difficult for ABC to follow up with clerks who are remiss in paying their fines.

Limitations on completeness/accuracy of list of tobacco outlets:

As Kentucky has no tobacco licensing law, maintaining an accurate list frame is a significant challenge. The Kentucky Synar Program Coordinator, while doing research on tobacco licensing came across a state statute (KRS 365.380) which seemed to suggest that licenses were applicable to tobacco retailers. After consultation with the Office of Sales and Excise Tax, the statute was found only to apply to “sub jobbers” meaning any retailer that sells cigarettes to five or more other retail outlets. This does not apply to the average retailer. During the course of the conversation with the Office of Sales and Excise Tax, the Kentucky Synar Program Coordinator discovered that the Tax Office also keeps a list of tobacco retailers and conducts inspections from time to time on retailers who are suspected of skirting the tax laws. The Kentucky Synar Program Coordinator is now working on an MOU whereby the Division of Behavioral Health will annually exchange lists of tobacco retailers with the Office of Sales and Excise tax, with the hope of improving the accuracy of both these agencies list frames. It is important to note that the accuracy rate of our Synar inspections is gradually improving. In 2012 the accuracy rate for our Synar inspections was 58%. In 2015 it improved to 67.6%. Our hope is to continue this progress by adding supplemental data sources when as they are discovered.

Difficulties Recruiting Youth Inspectors

During the last Synar Program meeting the Director of Enforcement at ABC mentioned that they are having difficulty recruiting investigative aides for their tobacco compliance checks. The situation is better in the heavily urbanized counties but in the sparsely populated counties it is getting more and more difficult to recruit Investigative Aides. We are not sure why there has been a decrease in interest. The pay rate for Investigative aides is \$10.00 an hour. The Director of Enforcement said he would check with other states to see how Kentucky’s hourly rate compared with theirs. If our rate turns out to be less than those of surrounding states we will consider raising it. We will also solicit assistance from the Regional Prevention Centers in our recruiting efforts.

Cultural Factors

Kentucky's history and culture is bound in the cultivation and processing of tobacco. Many rural youth spent their summers working in their family or neighbor's tobacco fields, cutting, sorting and hanging tobacco. A significant number of state legislators grew up on tobacco farms and still raise tobacco. The role of tobacco in Kentucky's economy, coupled with the fact that tobacco was the livelihood of many Kentucky families, has created strong norms of acceptance around tobacco that pose a significant challenge to prevention efforts. Initially, many of our tobacco prevention efforts, especially the environmentally focused ones, were misperceived as being anti-farmer or an attempt to limit constitutional freedoms. Fortunately, considerable progress has been made in framing tobacco prevention within its proper context of a public health issue. The increasing number of cities and towns across the state that have passed smoke free ordinances attests to this. Currently 34% of Kentucky's population is covered by comprehensive clean indoor air ordinances. However, we know from anecdotal data from our RPCs and ABC enforcement officers shows that there are still many tobacco retailers, parents and adults who do not take the youth access laws seriously and consider smoking and chewing just part of growing up.

This problem continues to be addressed through a comprehensive mix of education, information dissemination, environmental strategies, and by engaging youth groups in media campaigns to change the acceptability of underage tobacco use. These efforts are having a measurable impact as can be evidenced from the data on our 2012 KIP School Survey. Personal disapproval of smoking cigarettes among 10th graders has climbed from 57.6 % in 2004 to 67.5 % in 2012.

Perception of parental disapproval of youth smoking among this same age group has also seen more modest improvement, from 86.5% in 2004 to 89.4% in 2012.

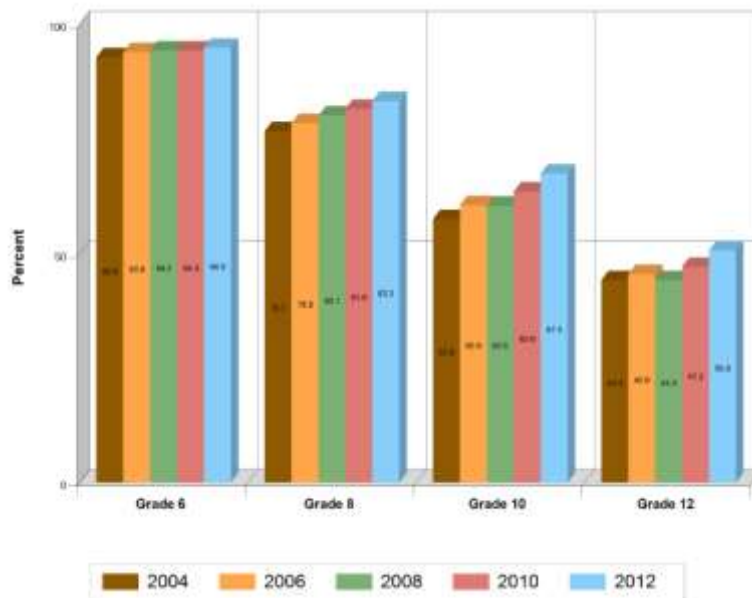
Personal Disapproval : Cigarette

Kentucky

Question 40b - How wrong do you think it would be for someone your age to smoke cigarettes?

Percent that answered 'Wrong' or 'Very Wrong'

Grade	2004	2006	2008	2010	2012
6	92.8%	93.9%	94.3%	94.3%	94.9%
8	76.7%	78.5%	80.1%	81.6%	83.3%
10	57.6%	60.8%	60.5%	63.6%	67.5%
12	44.3%	45.6%	44.3%	47.2%	50.8%



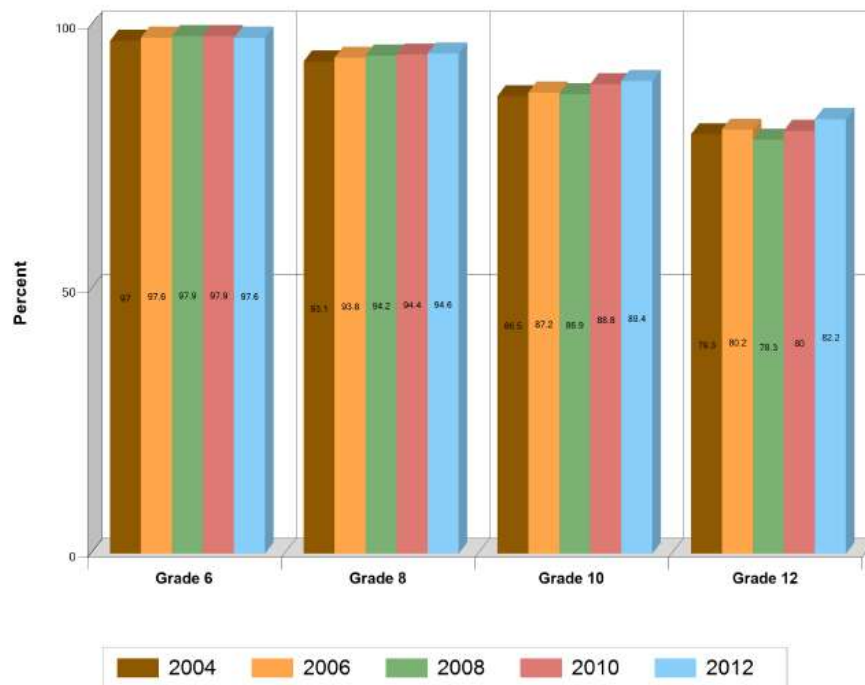
Parental Disapproval : Cigarettes

Kentucky

Question 41b - How wrong do your parents feel it would be for you to smoke cigarettes?

Percent that answered "Wrong" or "Very Wrong"

Grade	2004	2006	2008	2010	2012
6	97%	97.6%	97.9%	97.9%	97.6%
8	93.1%	93.8%	94.2%	94.4%	94.6%
10	86.5%	87.2%	86.9%	88.8%	89.4%
12	79.3%	80.2%	78.3%	80%	82.2%



APPENDIX A: FORMS 1–5

FORM 1 (Required for all states not using the Synar Survey Estimation System (SSES) to analyze the Synar Survey data)

Complete Form 1 to report sampling frame and sample information and to calculate the unweighted retailer violation rate (RVR) using results from the current year's Synar survey inspections.

Instructions for Completing Form 1: In the top right-hand corner of the form, provide the state name and reporting federal fiscal year (FFY 2015). Provide the remaining information by stratum if stratification was used. Make copies of the form if additional rows are needed to list all the strata.

Column 1: *If stratification was used:*

1(a) Sequentially number each row.

1(b) Write in the name of each stratum. All strata in the state must be listed.

If no stratification was used:

1(a) Leave blank.

1(b) Write "state" in the first row (indicates that the whole state is a single stratum).

Note for unstratified samples: For Columns 2–5, wherever the instruction refers to "each stratum," report the specified information for the state as a whole.

Column 2: 2(a) Report the number of over-the-counter (OTC) outlets in the sampling frame in each stratum.
2(b) Report the number of vending machine (VM) outlets in the sampling frame in each stratum.
2(c) Report the combined total of OTC and VM outlets in the sampling frame in each stratum.

Column 3: 3(a) Report the estimated number of eligible OTC outlets in the OTC outlet population in each stratum.
3(b) Report the estimated number of eligible VM outlets in the VM outlet population in each stratum.
3(c) Report the combined total estimated number of eligible OTC and VM outlets in the total outlet population in each stratum.

The estimates for Column 3 can be obtained from the Synar survey sample as the weighted sum of eligible outlets by outlet type.

Column 4: 4(a) Report the number of eligible OTC outlets for which an inspection was completed, for each stratum.
4(b) Report the numbers of eligible VM outlets for which an inspection was completed, for each stratum.
4(c) Report the combined total of eligible OTC and VM outlets for which an inspection was completed, for each stratum.

Column 5: 5(a) Report the number of OTC outlets found in violation of the law as a result of completed inspections, for each stratum.
5(b) Report the number of VM outlets found in violation of the law as a result of completed inspections, for each stratum.
5(c) Report the combined total of OTC and VM outlets found in violation of the law as a result of completed inspections, for each stratum.

Totals: For each subcolumn (a–c) in Columns 2–5, provide totals for the state as a whole in the last row of the table. These numbers will be the sum of the numbers in each row for the respective column.

[illegible]

19

FORM 2 (Optional)**Appropriate for stratified simple or systematic random sampling designs.**

Complete Form 2 to calculate the weighted RVR. This table (in Excel form) is designed to calculate the weighted RVR for stratified simple or systematic random sampling designs, accounting for ineligible outlets and noncomplete inspections encountered during the annual Synar survey.

Instructions for Completing Form 2: In the top right-hand corner of the form, provide the state name and reporting federal fiscal year (FFY 2015).

- Column 1: Write in the name of each stratum into which the sample was divided. These should match the strata reported in Column 1(b) of Form 1.
- Column 2: Report the number of outlets in the sampling frame in each stratum. These numbers should match the numbers reported for the respective strata in Column 2(c) of Form 1.
- Column 3: Report the original sample size (the number of outlets originally selected, *including* substitutes or replacements) for each stratum.
- Column 4: Report the number of sample outlets in each stratum that were found to be eligible during the inspections. Note that this number must be less than or equal to the number reported in Column 3 for the respective strata.
- Column 5: Report the number of eligible outlets in each stratum for which an inspection was completed. Note that this number must be less than or equal to the number reported in Column 4. These numbers should match the numbers reported in Column 4(c) of Form 1 for the respective strata.
- Column 6: Report the number of eligible outlets inspected in each stratum that were found in violation. These numbers should match the numbers reported in Column 5(c) of Form 1 for the stratum.
- Column 7: Form 2 (in Excel form) will automatically calculate the stratum RVR for each stratum in this column. This is calculated by dividing the number of inspected eligible outlets found in violation (Column 6) by the number of inspected eligible outlets (Column 5). The state unweighted RVR will be shown in the Total row of Column 7.
- Column 8: Form 2 (in Excel form) will automatically calculate the estimated number of eligible outlets in the population for each stratum. This calculation is made by multiplying the number of outlets in the sampling frame (Column 2) times the number of eligible outlets (Column 4) divided by the original sample size (Column 3). Note that these numbers will be less than or equal to the numbers in Column 2.
- Column 9: Form 2 (in Excel form) will automatically calculate the relative stratum weight by dividing the estimated number of eligible outlets in the population for each stratum in Column 8 by the Total of the values in Column 8.
- Column 10: Form 2 (in Excel form) will automatically calculate each stratum's contribution to the state weighted RVR by multiplying the stratum RVR (Column 7) by the relative stratum weight (Column 9). The weighted RVR for the state will be shown in the Total row of Column 10.
- Column 11: Form 2 (in Excel form) automatically calculates the standard error of each stratum's RVR (Column 7). The standard error for the state weighted RVR will be shown in the Total row of Column 11.
- TOTAL: For Columns 2–6, Form 2 (in Excel form) provides totals for the state as a whole in the last row of the table. For Columns 7–11, it calculates the respective statistic for the state as a whole.

FORM 2 (Optional) Appropriate for stratified simple or systematic random sampling designs.

Calculation of Weighted Retailer Violation Rate										
										State: _____
										FFY: 2015
(1) Stratum Name	(2) N Number of Outlets in Sampling Frame	(3) n Original Sample Size	(4) n1 Number of Sample Outlets Found Eligible	(5) n2 Number of Outlets Inspected	(6) x Number of Outlets Found in Violation	(7) p=x/n2 Stratum Retailer Violation Rate	(8) N'=N(n1/n) Estimated Number of Eligible Outlets in Population	(9) w=N'/Total Column 8 Relative Stratum Weight	(10) pw Stratum Contribution to State Weighted RVR	(11) s.e. Standard Error of Stratum RVR
Total										

- N - number of outlets in sampling frame
 n - original sample size (number of outlets in the original sample)
 n1 - number of sample outlets that were found to be eligible
 n2 - number of eligible outlets that were inspected
 x - number of inspected outlets that were found in violation
 p - stratum retailer violation rate ($p=x/n2$)
 N' - estimated number of eligible outlets in population ($N'=N*n1/n$)
 w - relative stratum weight ($w=N'/\text{Total Column 8}$)
 pw - stratum contribution to the weighted RVR
 s.e. - standard error of the stratum RVR

FORM 3 (Required when a cluster design is used for all states not using the Synar Survey Estimation System [SSES] to analyze the Synar survey data.)

Complete Form 3 to report information about primary sampling units when a cluster design was used for the Synar survey.

Instructions for Completing Form 3: In the top right-hand corner of the form, provide the state name and reporting federal fiscal year (FFY 2015).

Provide information by stratum if stratification was used. Make copies of the form if additional rows are needed to list all the strata.

Column 1: Sequentially number each row.

Column 2: *If stratification was used:* Write in the name of stratum. All strata in the state must be listed.

If no stratification was used: Write “state” in the first row to indicate that the whole state constitutes a single stratum.

Column 3: Report the number of primary sampling units (PSUs) (i.e., first-stage clusters) created for each stratum.

Column 4: Report the number of PSUs selected in the original sample for each stratum.

Column 5: Report the number of PSUs in the final sample for each stratum.

TOTALS: For Columns 3–5, provide totals for the state as a whole in the last row of the table.

Summary of Clusters Created and Sampled				
State: _____				
FFY: 2015				
(1) Row #	(2) Stratum Name	(3) Number of PSUs Created	(4) Number of PSUs Selected	(5) Number of PSUs in the Final Sample
Total				

FORM 4 (Required for all states not using the Synar Survey Estimation System [SSES] to analyze the Synar Survey data)

Complete Form 4 to provide detailed tallies of ineligible sample outlets by reasons for ineligibility and detailed tallies of eligible sample outlets with noncomplete inspections by reasons for noncompletion.

Instructions for Completing Form 4: In the top right-hand corner of the form, provide the state name and reporting federal fiscal year (FFY 2015).

Column 1(a): Enter the number of sample outlets found ineligible for inspection by reason for ineligibility. Provide the total number of ineligible outlets in the row marked "Total."

Column 2(a): Enter the number of eligible sample outlets with noncomplete inspections by reason for noncompletion. Provide the total number of eligible outlets with noncomplete inspections in the row marked "Total."

Inspection Tallies by Reason of Ineligibility or Noncompletion State: _____ FFY: 2015			
(1) INELIGIBLE		(2) ELIGIBLE	
Reason for Ineligibility	(a) Counts	Reason for Noncompletion	(a) Counts
Out of business		In operation but closed at time of visit	
Does not sell tobacco products		Unsafe to access	
Inaccessible by youth		Presence of police	
Private club or private residence		Youth inspector knows salesperson	
Temporary closure		Moved to new location	
Unlocatable		Drive-thru only/youth inspector has no driver's license	
Wholesale only/Carton sale only		Tobacco out of stock	
Vending machine broken		Ran out of time	
Duplicate		Other noncompletion reason(s) (<i>Describe.</i>)	
Other ineligibility reason(s) (<i>Describe.</i>)			
Total		Total	

FORM 5 (Required for all states not using the Synar Survey Estimation System [SSES] to analyze the Synar survey data)

Complete Form 5 to show the distribution of outlet inspection results by age and gender of the youth inspectors.

Instructions for Completing Form 5: In the top right-hand corner of the form, provide the state name and reporting federal fiscal year (FFY 2015).

Column 1: Enter the number of attempted buys by youth inspector age and gender.

Column 2: Enter the number of successful buys by youth inspector age and gender.

If the inspectors are age eligible but the gender of the inspector is unknown, include those inspections in the “Other” row. Calculate subtotals for males and females in rows marked “Male Subtotal” and “Female Subtotal.” Sum subtotals for Male, Female, and Other and record in the bottom row marked “Total.” Verify that the total of attempted buys and successful buys equals the total for Column 4(c) and Column 5(c), respectively, on Form 1. If the totals do not match, please explain any discrepancies.

Synar Survey Inspector Characteristics		
		State: _____
		FFY: 2015
	(1) Attempted Buys	(2) Successful Buys
Male		
15 years		
16 years		
17 years		
18 years		
Male Subtotal		
Female		
15 years		
16 years		
17 years		
18 years		
Female Subtotal		
Other		
Total		

APPENDIXES B & C: FORMS

Instructions

Appendix B (Sampling Design) and Appendix C (Inspection Protocol) are to reflect the state's CSAP-approved sampling design and inspection protocol. These appendixes, therefore, should generally describe the design and protocol and, with the exception of Question #10 of Appendix B, are not to be modified with year-specific information. Please note that any changes to either appendix must receive CSAP's advance, written approval. To facilitate the state's completion of this section, simply cut and paste the previously approved sampling design (Appendix B) and inspection protocol (Appendix C).

APPENDIX B: SYNAR SURVEY SAMPLING METHODOLOGY

State: _____
FFY: 2015 _____

1. What type of sampling frame is used?

- ☒ List frame (*Go to Question 2.*)
☐ Area frame (*Go to Question 3.*)
☐ List-assisted area frame (*Go to Question 2.*)

2. List all sources of the list frame. Indicate the type of source from the list below. Provide a brief description of the frame source. Explain how the lists are updated (method), including how new outlets are identified and added to the frame. In addition, explain how often the lists are updated (cycle). (After completing this question, go to Question 4.)

Use the corresponding number to indicate Type of Source in the table below.

- | | |
|---|--|
| 1 – Statewide commercial business list | 4 – Statewide retail license/permit list |
| 2 – Local commercial business list | 5 – Statewide liquor license/permit list |
| 3 – Statewide tobacco license/permit list | 6 – Other |

Name of Frame Source	Type of Source	Description	Updating Method and Cycle
Dun and Bradstreet business list	1	Commercial list generated for REACH of Louisville Inc., purchased each year prior to drawing the sample.	Continual update throughout the year. List is examined to identify potentially ineligible outlets, known not selling tobacco. Telephone calls are made to determine if the vendor is still in business and if the address is correct. Data from previous year's field report are merged to the newest database so that information can be updated and outlets known to be out of business or duplicate corporate names are eliminated. ABC officers update addresses and other information based on personal knowledge of the area and/or Synar inspections.
Kentucky Lottery Association Retailer List	6	WSe have been using the lottery list for three years. We receive an updated list every year fro the Kentucky Lottery Corporation. The list was checked against the updated list and found to be very clean.	Continual update throughout the year. List is examined to identify potentially ineligible outlets known to be closed or not selling tobacco. Data from previous year's field report are merged to the newest database so that information can be updated and outlets known to be out of business or duplicate corporate names are eliminated. ABC officers update addresses and other information based on personal knowledge of the area and/or Synar inspections.

Info USA	1	Commercial list generated for REACH of Louisville Inc., purchased this year prior to drawing the sample.	Continual update throughout the year. List is examined to identify potentially ineligible outlets known to be closed or not selling tobacco Data from previous year's field report are merged to the newest database so that information can be updated and outlets known to be out of business or duplicate corporate names are eliminated. ABC officers update addresses and other information based on personal knowledge of the area and/or Synar inspections.
Supplemental Nutrition Assistance Program	6	This source was recommended by the Executive Director of the Kentucky Grocer's Association. The SNAP website has a feature that allows users to download an excel sheet of all the stores that participate in SNAP within the state of a given zip code. The Kentucky State Kentucky Synar Promgram Coordinor downloaded this list and forwarded it to the Synar statistician. The statistician reported that the list had a number of stores that were not on the preexisting Synar list frame. The SNAP Website is: http://www.snapretailerlocator.com	Continual update throughout the year. List is examined to identify potentially ineligible outlets known to be closed or not selling tobacco Data from previous year's field report are merged to the newest database so that information can be updated and outlets known to be out of business or duplicate corporate names are eliminated. ABC officers update addresses and other information based on personal knowledge of the area and/or Synar inspections.

3. If an area frame is used, describe how area sampling units are defined and formed.

a. Is any area left out in the formation of the area frame?

☐ Yes ☐ No

If Yes, what percentage of the state's population is not covered by the area frame?

____%

4. Federal regulation requires that vending machines be inspected as part of the Synar survey. Are vending machines included in the Synar survey?

☐ Yes ☒ No

If No, please indicate the reason(s) they are not included in the Synar survey. Please check all that apply.

☐ State law bans vending machines.

☐ State law bans vending machines from locations accessible to youth.

- ☒ State has a contract with the FDA and is actively enforcing the vending machine requirements of the Family Smoking Prevention and Tobacco Control Act.
- ☐ Other (*Please describe.*) _____

5. Which category below best describes the sample design? (Check only one.)

- ☐ **Census** (*STOP HERE: Appendix B is complete.*)

Unstratified statewide sample:

- ☒ Simple random sample (*Go to Question 9.*)
- ☐ Systematic random sample (*Go to Question 6.*)
- ☐ Single-stage cluster sample (*Go to Question 8.*)
- ☐ Multistage cluster sample (*Go to Question 8.*)

Stratified sample:

- ☐ Simple random sample (*Go to Question 7.*)
- ☐ Systematic random sample (*Go to Question 6.*)
- ☐ Single-stage cluster sample (*Go to Question 7.*)
- ☐ Multistage cluster sample (*Go to Question 7.*)
- ☐ **Other** (*Please describe and go to Question 9.*) _____

6. Describe the systematic sampling methods. (After completing Question 6, go to Question 7 if stratification is used. Otherwise go to Question 9.)

7. Provide the following information about stratification.

a. Provide a full description of the strata that are created.

b. Is clustering used within the stratified sample?

- ☐ **Yes** (*Go to Question 8.*)
- ☐ **No** (*Go to Question 9.*)

8. Provide the following information about clustering.

a. Provide a full description of how clusters are formed. (If multistage clusters are used, give definitions of clusters at each stage.)

b. Specify the sampling method (simple random, systematic, or probability proportional to size sampling) for each stage of sampling and describe how the method(s) is (are) implemented.

9. Provide the following information about determining the Synar Sample.

- a. Was the Synar Survey Estimation System (SSES) used to calculate the sample size?**

☒ **Yes** *(Respond to part b.)*

☐ **No** *(Respond to part c and Question 10c.)*

- b. SSES Sample Size Calculator used?**

☒ **State Level** *(Respond to Question 10a.)*

☐ **Stratum Level** *(Respond to Question 10a and 10b.)*

- c. Provide the formulas for determining the effective, target, and original outlet sample sizes.**

The SSES Sample Size Calculator was used to determine the minimum adequate sample size.

Below is the formula it uses for calculating a sample size using a 1-tailed test:

Effective Sample Size:

$$n_e = \frac{1}{\left(\frac{(s.e.)^2}{P(1-P)} + \frac{1}{N} \right)}$$

where P is the expected violation rate, which is the previous year's RVR;
s.e. is the standard error of the estimate for 3% margin of error for a one-sided confidence interval and N is the total number of outlets in the sampling frame.
The target sample size (nt) is the effective sample size multiplied by the design effect (estimated to be 1).

The original sample size is determined by:

where s is a safety margin of 50%, rl is the expected eligibility rate, and rc is the expected completion rate (as estimated by the eligibility and completion rates from the previous year's survey).

10. Provide the following information about sample size calculations for the current FFY Synar survey.

- a. If the state uses the sample size formulas embedded in the SSES Sample Size Calculator to calculate the state level sample size, please provide the following information:**

Inputs for Effective Sample Size:

RVR: 7.8%

Frame Size: 6, 465

Input for Target Sample Size:

Design Effect: 1. 0

Inputs for Original Sample Size:

Safety Margin: 50%

Accuracy (Eligibility) Rate: 67. 6%

Completion Rate: 99.6%

- b. If the state uses the sample size formulas embedded in the SSES Sample Size Calculator to calculate the stratum level sample sizes, please provide the stratum level information:**

Single stratum only

- c. If the state does not use the sample size formulas embedded in the SSES Sample Size Calculator, please provide all inputs required to calculate the effective, target, and original sample sizes as indicated in Question 9.**

--

APPENDIX C: SYNAR SURVEY INSPECTION PROTOCOL

State: KY

FFY: 2015

Note: Upload to WebBGAS a copy of the Synar inspection form under the heading "Synar Inspection Form" and a copy of the protocol used to train inspection teams on conducting and reporting the results of the Synar inspections under the heading "Synar Inspection Protocol."

1. How does the state Synar survey protocol address the following?

a. Consummated buy attempts?

- ☒ Required
☐ Permitted under specified circumstances (Describe: _____)
☐ Not permitted

b. Youth inspectors to carry ID?

- ☐ Required
☐ Permitted under specified circumstances (Describe: _____)
☒ Not permitted

c. Adult inspectors to enter the outlet?

- ☒ Required
☐ Permitted under specified circumstances (Describe: _____)
☐ Not permitted

d. Youth inspectors to be compensated?

- ☒ Required
☐ Permitted under specified circumstances (Describe: _____)
☐ Not permitted

2. Identify the agency(ies) or entity(ies) that actually conduct the random, unannounced Synar inspections of tobacco outlets. (Check all that apply.)

- ☒ Law enforcement agency(ies)
☐ State or local government agency(ies) other than law enforcement
☐ Private contractor(s)
☐ Other

List the agency name(s): Department of Alcoholic Beverage Control

3. Are Synar inspections combined with law enforcement efforts (i.e., do law enforcement representatives issue warnings or citations to retailers found in violation of the law at the time of the inspection?)?

☒ Always ☐ Usually ☐ Sometimes ☐ Rarely ☐ Never

4. Describe the type of tobacco products that are requested during Synar inspections.

a. What type of tobacco products are requested during the inspection?

- ☒ Cigarettes
- ☐ Small Cigars/Cigarillos
- ☒ Smokeless Tobacco
- ☐ Other

b. Describe the protocol for identifying what types of products and what brands of products are requested during an inspection.

As of this year the Kentucky Synar Program changed its purchase attempt protocol with regard to both cigarette and smokeless tobacco brands. Formerly, Caucasian I.A.s were trained to ask for Marlboros while African American I.A.s were instructed to ask for Newports. For smokeless inspections I.A.s were to ask for either SKOAL or Copenhagen. The Kentucky Synar Program decided to eliminate brands from the protocol, in order to reduce the possibility of tipping off experienced clerks who are familiar with the brands requested, and to allow the I.A.s the flexibility to choose a brand that may be popular with the youth in their particular part of the state. The Tobacco PES conducted focus groups with youth last summer to determine what type of brands youth smoke or chew. Marlboros emerged as the favorite with Camels ranked second. However participants pointed out that some teens will smoke anything that's cheap. The new protocol allows us flexibility to accommodate this variety in tastes. Skoal, Copenhagen and Grizzly emerged as the brands of choice among smokeless tobacco users. Therefore the language of the new protocol reads: The IA requests a package of cigarettes or smokeless tobacco if (the store has been designated as a smokeless inspection). The IA has money to buy cigarettes, but no identification.

5. Describe the methods used to recruit, select, and train youth inspectors and adult supervisors.

ABC recruits youth aged 16-17 years of age from youth groups and school organizations. Local health departments and RPCs assist in recruitment. Two investigators train the Investigative Aides (IAs).

Youth who are interested in the IA program first send in an application. The application must include a recent photo, a copy of the youth's birth certificate, plus the parent's or guardian's signature giving permission for the youth to work as an IA. When the application is accepted, the youth is sent a welcome letter, and all of the Investigators are informed of the new recruit.

Each Investigator makes his/her own work schedule. When the Synar inspections begin, the Investigator will decide which area to work and call the IAs, to see whose schedule is open and can work. Once an IA is found who is able to work, the checks begin. If a teen is chosen who is new to the program, training occurs before any checks are worked. Both the

ABC office and the Investigators are open to speak with the parents at anytime, if they have any concerns or questions.

Teens are assigned to an area close to home, but they do not complete inspections in the county where they reside (except for large urban areas - Louisville and Lexington).

6. Are there specific legal or procedural requirements instituted by the state to address the issue of youth inspectors' immunity when conducting inspections?

a. Legal

☒ Yes ☐ No

(If Yes, please describe.)

Kentucky Revised Statute (KRS) 438.330 (1) states that inspections shall be conducted to enforce KRS 438.305 to 438.440. Youth may be used in these inspections if they are conducted under the direct supervision of ABC, the sheriff, or the chief of police, and written consent has been obtained from the parent(s). Otherwise, KRS 438.311 (1) states, "it shall be unlawful for a person who has not attained the age of eighteen (18) years to purchase...a tobacco product."

b. Procedural

☒ Yes ☐ No

(If Yes, please describe.)

Teens will not complete tobacco inspections in their home county, unless it is Jefferson or Fayette counties, where they will not be working in the neighborhoods close to where they live. Teens are asked not to discuss the survey with anyone except their parents.

7. Are there specific legal or procedural requirements instituted by the state to address the issue of the safety of youth inspectors during all aspects of the Synar inspection process?

a. Legal

☒ Yes ☐ No

(If Yes, please describe.)

Teens must complete inspections during daylight hours. They must wear seat belts at all times while riding with enforcement officer. Adults must observe child labor laws at all times, and will watch for teens becoming too tired or hungry.

b. Procedural

☒ Yes ☐ No

(If Yes, please describe.)

Investigative Aides will never enter a business that either they or the enforcement officer perceive as unsafe. They are never taken into any bars or liquor stores. Safety of the teens is the number one priority.

8. Are there any other legal or procedural requirements the state has regarding how inspections are to be conducted (e.g., age of youth inspector, time of inspections, training that must occur)?

a. Legal

☒ **Yes** ☐ **No**

(If Yes, please describe.)

KRS 438.330 (1) states that assurance is needed that inspections shall be conducted at retail outlets where, and when, youth under 18 frequently buy tobacco products.

b. Procedural

☒ **Yes** ☐ **No**

(If Yes, please describe.)

Boys may not have facial hair. Girls are only permitted to wear light, neutral makeup. I.A. Programs may not carry IDs and if asked their age are instructed to tell the clerk their real age.

APPENDIX D: LIST SAMPLING FRAME COVERAGE STUDY

(LIST FRAME ONLY)

State: KY

FFY: 2015

1. Calendar year of the coverage study: 2013

2. a. Unweighted percent coverage found: 83.97%
b. Weighted percent coverage found: N/A%
c. Number of outlets found through canvassing: 156
d. Number of outlets matched on the list frame: 131

3. a. Describe how areas were defined. (e.g., census tracts, counties, etc.)

Areas were defined by U.S. census tracts.

b. Were any areas of the state excluded from sampling?

☐ Yes ☒ No

If Yes, please explain.

4. Please answer the following questions about the selection of canvassing areas.

a. Which category below best describes the sample design? (Check only one.)

☐ Census (Go to Question 6.)

Unstratified statewide sample:

☒ Simple random sample (Respond to Part b.)

☐ Systematic random sample (Respond to Part b.)

☐ Single-stage cluster sample (Respond to Parts b and d.)

☐ Multistage cluster sample (Respond to Parts b and d.)

Stratified sample:

☐ Simple random sample (Respond to Parts b and c.)

☐ Systematic random sample (Respond to Parts b and c.)

☐ Single-stage cluster sample (Respond to Parts b, c, and d.)

☐ Multistage cluster sample (Respond to Parts b, c, and d.)

☐ Other (Please describe and respond to Part b.) _____

b. Describe the sampling methods.

Areas for sampling were defined as Census Tracts as recommended by the CSAP Coverage Study Guide.

c. Provide a full description of the strata that were created.

N/A

d. Provide a full description of how clusters were formed.

N/A

5. Were borders of the selected areas clearly identified at the time of canvassing?

☒ Yes ☐ No

6. Were all sampled areas visited by canvassing teams?

☒ Yes (*Go to Question 7.*) ☐ No (*Respond to Parts a and b.*)

a. Was the subset of areas randomly chosen?

☐ Yes ☐ No

b. Describe how the subsample of visited areas was drawn. Include the number of areas sampled and the number of areas canvassed.

7. Were field observers provided with a detailed map of the canvassing areas?

☒ Yes ☐ No

If No, describe the canvassing instructions given to the field observers.

8. Were field observers instructed to find all outlets in the assigned area?

☒ Yes ☐ No

If No, respond to Question 9.

If Yes, describe any instructions given to the field observers to ensure the entire area was canvassed, then go to Question 10.

Instructions given to the field observers:

1. REACH recommends that two field workers (canvassers) be employed when field checking for tobacco outlets, one canvasser can drive, while another canvasser checks the map and records tobacco outlet information on the Canvassing Sheet.

2. We have sent you a Canvassing Map depicting a census tract study area that your organization will use to canvass for tobacco retailing outlets. The canvassers are to check every road within (and also on the boundary of) the thick red boundary line on the map, and record each tobacco outlet in (and on the boundary of) the census tract.

(NOTE: be sure to inspect and record outlet information for both sides of the streets on the border of the tract, shown as a thick red line on your canvassing map).

3. Canvassing Sheets on which the field staff will record the existence and necessary identifying information for each eligible outlet encountered in the field are included within this document (enclosed with your canvassing map). Field Personnel will use the Canvassing Sheets to record the name and address/location of each outlet and any other relevant information (e.g., telephone number if possible).

4. The field workers will visit every street on the master list of streets for the study (enclosed with your canvassing map and canvassing sheets) and record on the canvassing sheet all eligible outlets in each sample area. The field worker will carefully check the eligibility of each identified outlet by determining whether tobacco products are sold and whether the outlet is accessible to youth under the legal age (e.g., 18). It is not necessary to record information for tobacco outlets that are inaccessible to minors such as night clubs and bars. In high density areas field canvassers will check throughout the entire complex or speak with the management to identify tobacco outlets operating within the complex. This also applies to malls, recreational areas, campuses, etc.

NOTE: Some newer streets/roads or private streets/roads may not appear on the map or on the Master List of Streets. If a tobacco outlet is found on an unlisted street, BE SURE TO RECORD the outlet info

5. As each street in a study area is visited the field personnel should check off the corresponding road names on the master list of streets. When the field canvassing is completed, the field worker will make a final check that all roads on the maps have been covered and all necessary information about the identified outlets has been gathered and prepared for transmission. Field workers will then transmit the field canvassing sheets to REACH of Louisville for use in measuring the coverage of the Synar survey list frame.

9. If a full canvassing was not conducted:

a. How many predetermined outlets were to be observed in each area? _____

b. What were the starting points for each area? _____

c. Were these starting points randomly chosen?

☐ Yes ☐ No

d. Describe the selection of the starting points.

e. Please describe the canvassing instructions given to the field observers, including predetermined routes.

10. Describe the process field observers used to determine if an outlet sold tobacco.

Field inspectors were instructed to verify that the outlet sold tobacco by driving close enough to the storefront identify tobacco signage. In the event that no tobacco signage was present they were instructed to enter the store and scan for tobacco products.

11. Please provide the state’s definition of “matches” or “mismatches” to the Synar sampling frame? (i.e., address, business name, business license number, etc).

The canvassed outlets were carefully matched to the current list frame based upon the outlet's characteristics. A match was constituted primarily by the existence of matching address, and secondly, by the matching of other characteristics, which was most often the outlet's name and address. In cases where the outlet name had changed, attempts were made to verify the name change. In cases where no one could be reached to verify to a name change, other secondary characteristics (e.g. outlet location) were used in addition to the primary matching of the address.

12. Provide the calculation of the weighted percent coverage (if applicable).

N/A